

## **HOWARD COUNTY COUNCIL MEETING: DECEMBER 8, 2022**

The Howard County Council met in Regular Session on Thursday 8, 2022, at 4:00 p.m. in Hearing Room 338 of the Howard County Administration Center. Those in attendance included Council President Martha J. Lake, Council Vice President John J. Roberts, Council Members James T. Papacek, Bryan Alexander, Daryl Maple, Donnie Haworth, and Frank Faulkner, County Auditor Jessica Secrease, and County Attorney Alan Wilson. The meeting was called to order and conducted by Council President Lake.

Councilman Haworth led the Pledge of Allegiance, and Councilman Papacek offered a word of prayer.

### **IN THE MATTER OF APPROVAL OF MINUTES:**

The minutes from the regular meeting held on November 22, 2022, having been previously submitted and reviewed, were approved on a motion made by Council Vice President Roberts. Councilman Haworth seconded the motion, and the motion carried.

Councilman Haworth addressed the Council Members during his last meeting stating that he has enjoyed severing with everyone. Councilman Haworth also welcomed the new Council Member Tim Cuthbert.

### **IN THE MATTER OF ORDINANCE NO. 2022-HCCO- 54 – ADDITIONAL APPROPRIATIONS:**

Auditor Jessica Secrease read Ordinance No. 2022-HCCO-54 – Additional Appropriations one time, and the ordinance was acted upon as follows:

<b>Additional Appropriations and Reductions</b>		<b>Requested</b>	<b>Approved</b>
<b><u>1000</u></b>	<b><u>COUNTY GENERAL FUND:</u></b>		
<b><u>0068</u></b>	<b><u>Commissioners:</u></b>		
47340	Basement Restoration	4,128.65	4,128.65
<b><u>0089</u></b>	<b><u>COVID Relief:</u></b>		
20000	Supplies	16,311.74	16,311.74
30000	Other Services & Charges	33,120.47	33,120.47
32160	Communications	24,000.00	24,000.00
33740	Care of Individuals	153,270.00	153,270.00
37014	2020 Forgivable Loan Program	240,875.28	240,875.28
47210	Equipment	176,999.97	176,999.97
50000	Unappropriated	12,281.83	12,281.83
<b><u>0313</u></b>	<b><u>Maintenance:</u></b>		
32202	Utilities	40,000.00	40,000.00
<b><u>TOTAL COUNTY GENERAL FUND:</u></b>		<b>700,987.94</b>	<b>700,987.94</b>
 <b><u>TOTAL ADDITIONAL APPROPRIATIONS FOR ALL FUNDS:</u></b>		 <b>700,987.94</b>	 <b>700,987.94</b>

#### **1000 County General Fund | 0068 Commissioners:**

Commissioner Jack Dodd requested an appropriation for the money that was collected for the scrap metal from the basement restoration.

#### **1000 County General Fund | 0089 COVID Relief:**

Commissioner Jack Dodd requested appropriations to cover the COVID Relief funds that have already been spent.

#### **1000 County General Fund | 0313 Maintenance:**

In the absence of Maintenance Superintendent Bill Stonestreet, Auditor Jessica Secrease presented the requested additional appropriation to cover for the utilities the rest of 2022.

The additional appropriations, having been presented, were approved on a motion made by Councilman Faulkner to approve Ordinance No. 2022-HCCO-54 – Additional Appropriations. Councilman Alexander seconded the motion, and the motion carried.

**IN THE MATTER RESOLUTION NO. 2022-HCCR-22 – TRANSFERS:**

Auditor Jessica Secrease read Resolution No. 2022-HCCR-22 – Transfers one time, and the ordinance was acted upon as follows:

	<b>Transfer From</b>	<b>Transfer To</b>	<b>Requested</b>	<b>Approved</b>
<b><u>1000</u></b>	<b><u>COUNTY GENERAL FUND:</u></b>			
<b><u>0204</u></b>	<b><u>Superior Court IV:</u></b>			
31210	Maintenance & Service Contracts	47210 Equipment	500.00	500.00
<b><u>0232</u></b>	<b><u>Circuit Court:</u></b>			
11236	Court Reporter	11800 Overtime	4,300.00	4,300.00
<b><u>0235</u></b>	<b><u>Probation:</u></b>			
12013	Probation Officer	11124 Probation Officer	2,290.00	2,290.00
<b><u>9601</u></b>	<b><u>Information Systems:</u></b>			
11800	Overtime	32141 Commutations	4,000.00	4,000.00
<b><u>1114</u></b>	<b><u>LIT – SPECIAL PURPOSE FUND:</u></b>			
<b><u>0380</u></b>	<b><u>Jail:</u></b>			
11906	Correction Officer	33400 Meals for Prisoners	40,000.00	40,000.00
<b><u>9603</u></b>	<b><u>Kinsey:</u></b>			
11713	Youth Manager	11208 Center Director	1,751.65	1,751.65
11713	Youth Manager	47210 Equipment	20,000.00	20,000.00
<b><u>9605</u></b>	<b><u>Kinsey Secure Detention:</u></b>			
11713	Youth Manager	11113 Director	1,751.65	1,751.65
11713	Youth Manager	47210 Equipment	20,000.00	20,000.00
<b><u>1119</u></b>	<b><u>CLERK'S RECORDS PERPETUATION FUND:</u></b>			
47210	Equipment	31210 Maintenance & Service Contracts	4,100.00	4,100.00
<b><u>1176</u></b>	<b><u>MOTOR VEHICLE HIGHWAY FUND:</u></b>			
12107	Truck Driver / Safety Director	12100 Truck Driver	11,465.29	11,465.29
<b><u>2100</u></b>	<b><u>SUPPLEMENTAL ADULT PROBATION FUND:</u></b>			
32640	Drug Screens	32130 Travel & Training	946.00	946.00
<b><u>2542</u></b>	<b><u>COUNTY USER FEE -PROJECT INCOME FUND:</u></b>			
11258	Part-time Detention Officer	11800 Overtime	25,000.00	25,000.00
32142	Travel & Training - WR	31200 Contract Services	6,000.00	Withdrawn
		31210 Maintenance & Service Contracts	1,800.00	Withdrawn
32160	Communications	31216 Maintenance & Service Contracts -WR	3,000.00	3,000.00
		31210 Maintenance & Service Contracts	1,000.00	1,000.00
		32640 Drug Screens	1,817.00	1,817.00
<b><u>8897</u></b>	<b><u>TITLE IV-D –PROSECUTOR FUND:</u></b>			
11700	Part-Time	15230 Insurance	12,500.00	12,500.00
<b><u>8910</u></b>	<b><u>PUBLIC HEALTH CRISIS REPOSE GRANT FUND:</u></b>			
32620	Professional Fees	23710 Other Supplies	20,00.00	20,000.00

**1000 County General Fund | 0204 Superior Court IV:**

In the absence of Judge Hans Pate, Auditor Jessica Secrease requested a transfer to cover the cost of equipment.

**1000 County General Fund | 0232 Circuit Court:**

Judge Lynn Murray requested a transfer to cover the payout of comp time for her four Court Reporters.

**1000 County General Fund | 0235 Probation:**

Community Supervision Director Dustin DeLong requested to transfer funds to cover a probation officer's salary.

**1000 County General Fund | 9601 Information Systems:**

Information Systems Director Jeremy Stevens requested a transfer to cover communications expenses until the end of 2022.

**1114 LIT – Special Purpose Fund | 0380 Jail:**

In the absence of Sheriff Jerry Asher, Major Gary Cook requested a transfer to cover food expenses until the end of the year.

**1114 LIT – Special Purpose Fund | 9603 Kinsey & 9605 Kinsey Secure Detention:**

Robert J. Kinsey Center Director Mary K. Cates-Cullison requested a transfer to cover the salary of the Center Director as well as for new cameras.

**1119 Clerk's Records Perpetuation Fund:**

In the absence of Clerk Debbie Stewart, Council President Lake requested a transfer to cover the cost of maintenance and service contracts through the end of the year. There was an increase in costs due to 2022 being an election year.

**1176 Motor Vehicle Highway Fund:**

Highway Engineer Amber Tolle requested a transfer to cover the changes in the Truck Driver salary.

**2100 Supplemental Adult Probation Fund:**

Community Supervision Director Dustin DeLong requested to transfer to cover the travel and training for the remainder of 2022.

**2542 County User Fee – Project Income Fund:**

Community Supervision Director Dustin DeLong requested to transfer to cover the overtime due to staffing shortages as well as transfers to cover shortages for contract services and maintenance and service contracts expenses.

**8897 Title IV-D – Prosecutor Fund:**

In the absence of Prosecutor Mark McCann, Auditor Jessica Secrease requested a transfer to cover insurance expenses through the end of 2022.

**8910 Public Health Crisis Response Grant Fund:**

In the absence of Health Department Director James Vest, Auditor Jessica Secrease requested a transfer to cover supplies expenses.

Councilman Faulkner made a motion to approve Resolution No. 2022-HCCR-22 – Transfers as read. Councilman Alexander seconded the motion, and the motion carried.

**IN THE MATTER OF ORDINANCE. NO. 2022-HCCO-55 – SALARY ORDINANCE AMENDMENTS:**

Auditor Jessica Secrease, read Ordinance No. 2022-HCCO-55 – Salary Ordinance Amendments one time, and the ordinance was acted upon as follows:

Salary Amendments		Requested	Approved
<b><u>1000</u></b>	<b><u>COUNTY GENERAL FUND:</u></b>		
<b><u>0232</u></b>	<b><u>Circuit Court:</u></b>		
11236	Court Reporter	(4,300.00)	(4,300.00)
11800	Overtime	4,300.00	4,300.00
<b><u>0235</u></b>	<b><u>Probation:</u></b>		
11124	Probation Officer	2,290.00	2,290.00
12013	Probation Officer	(2,290.00)	(2,290.00)
<b><u>9601</u></b>	<b><u>Information System:</u></b>		
11800	Overtime	(4,000.00)	(4,000.00)

<b><u>1114</u></b>	<b><u>LIT- SPECIAL PURPOSE FUND:</u></b>		
<b><u>0380</u></b>	<b><u>Jail:</u></b>		
11906	Correction Officer	(40,000.00)	(40,000.00)
<b><u>9603</u></b>	<b><u>Kinsey:</u></b>		
11208	Center Director	1,751.65	1,751.65
11713	Youth Manager	(1,751.65)	(1,751.65)
<b><u>9605</u></b>	<b><u>Kinsey Secure Detention:</u></b>		
11113	Director	1,751.65	1,751.65
11713	Youth Manager	(1,751.65)	(1,751.65)
<b><u>1176</u></b>	<b><u>MOTOR VEHICLE HIGHWAY FUND:</u></b>		
12100	Truck Driver	11,465.59	11,465.59
12107	Truck Driver / Safety Director	(11,465.59)	(11,465.59)
<b><u>2542</u></b>	<b><u>COUNTY USER FEE- PROJECT INCOME FUND:</u></b>		
11258	Part-Time Detention Officer	(25,000.00)	(25,000.00)
11800	Overtime	25,000.00	25,000.00
<b><u>8897</u></b>	<b><u>TITLE IV-D – PROSECUTOR FUND:</u></b>		
11700	Part-Time	(12,500.00)	(12,500.00)
15230	Insurance	12,500.00	12,500.00

Councilman Faulkner made a motion to approve Ordinance No. 2022-HCCO-55 – Salary Ordinance Amendments as read; Councilman Haworth seconded the motion, and the motion carried.

#### **IN THE MATTER OF OLD BUSINESS:**

##### ***Approval of 2023 Budget Session Minutes***

Council President Lake presented the 2023 Budget Session Minutes for approval, as they were previously signed at the October Council Meeting but not formally approved. Council Vice President Roberts made a motion to approve the 2023 Budget Session Minutes as presented. Councilman Haworth seconded the motion, and the motion carried.

#### **IN THE MATTER OF NEW BUSINESS:**

##### ***Ordinance 2022-HCCO-56***

Recorder Jennifer Jack presented Ordinance 2022-HCCO-56 – An Ordinance of the Howard County Council Granting the Recorder’s Request to Use Monies from the Record’s Perpetuation Fund to Supplement Recorder’s 2023 Budget. Councilman Papacek made a motion to approve Ordinance 2022-HCCO-56 as read. Councilman Haworth seconded the motion, and the motion carried.

Recorder Jennifer Jack said her goodbyes as she is retiring from her position as the Howard County Recorder.

##### ***Update on the Downtown Convection Center***

County Attorney Alan Wilson submitted an update on the Downtown Convention Center as the County will be donating \$500,000.00 of ARP money to fund the Convention Center. This will allow the loan to be repaid four years sooner. Councilman Papacek made a motion to approve the use of \$500,000.00 of ARP money as read. Councilman Faulkner seconded the motion, and the motion carried.

##### ***Howard County Sheriff’s Commissary Fund Report***

In the absence of Sheriff Asher, Major Gary Cook distributed the November 2022 Commissary Fund Report to the Council Members.

**IN THE MATTER OF OTHER COUNCIL BUSINESS:**

***Howard County Council Certificate of Appointment***

Project Manager Pam Isaac presented Beth Harshman's appointment to the Alcohol Beverage Commission. Councilman Papacek made a motion to approve the appointment of Beth Harshman to the Alcohol Beverage as presented. Councilman Alexander seconded the motion, and the motion carried.

***Thank You to Councilman Donnie Haworth***

Upon the end of his term, the Council Members wished Councilman Haworth good luck and thanked him for serving on the Howard County Council.

***There being no further business to come before the Council at this time,  
the meeting was adjourned at 5:13 p.m. on a motion made by Councilman Faulkner.  
Councilman Haworth seconded the motion, and the motion carried.***

**HOWARD COUNTY COUNCIL:**

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MARTHA J. LAKE, PRESIDENT

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JOHN J. ROBERTS, VICE PRESIDENT

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JAMES T. PAPCEK, COUNCILMAN

\_\_\_\_\_  
BRYAN ALEXANDER, COUNCILMAN

\_\_\_\_\_  
DARYL MAPLE, COUNCILMAN

\_\_\_\_\_  
FRANK FAULKNER, COUNCILMAN

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TIM CUTHBERT, COUNCILMAN

**ATTEST:**

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JESSICA SECREASE AUDITOR

Howard County Council Meeting: December 8, 2022